

CITY OF MILFORD  
REGULAR MEETING  
DECEMBER 1, 2015  
MINUTES

A regular meeting of the Mayor and Council of the City of Milford, Nebraska was held at the Webermeier Library Building in said City on the 1<sup>st</sup> day of December 2015 at 7:30 pm. Present were: Mayor Dean A. Bruha; Council members: Jeff Baker, Rick Fortune, Jeff Heckman, Dan Kral; Attorney Krista Carlson; Maintenance Supt. Gary TeSelle; Chief of Police Forrest Siebken and City Clerk Jeanne Hoggins. Also present: Dane Simonsen with JEO, Marvin Mullaney and Emily Hemphill with the press.

Notice of the meeting was given in advance thereof by publishing in the Milford Times; a designated method for giving notice, as shown by the Affidavit of Publication attached to these minutes. Notice of the meeting was given to the Mayor and all members of the Council and a copy of their acknowledgement of receipt of notice and the agenda is attached to these minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

**CALL TO ORDER:** Mayor Dean Bruha called the meeting to order at 7:32 pm. and publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act is available for review and is posted on the east wall of the Webermeier Library Meeting Room.

**MINUTES:** A motion was made by Fortune and seconded by Kral to approve the minutes of the November 3, 2015 meeting. Roll call vote: Fortune yes, Kral yes, Baker yes, Heckman yes. Motion carried.

**PAYMENT OF BILLS:** A motion was made by Kral and seconded by Heckman that the following accounts payable bills in the amount of \$177,334.97 payroll in the amount of \$25,994.66 totaling \$203,329.63 approved by the Auditing Committee be approved for payment. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune yes. Motion carried.

**SALARIES:**

60089	Mark Frey	481.12
60090	Forrest Siebken	1424.30
60091	Kendall Hoggins	1214.32
60092	Mavis Ferris	59.10
60093	Jeanne Hoggins	1299.88
60094	Gary TeSelle	934.53
60095	Robert Hull	1010.80

60096	George Matzen	771.94
60097	Jenna Filbert	386.54
60098	Benjamin Rediger	1033.26
60099	Erica Pallas	825.81
60100	Scott McNeil	1147.25
60101	Sarah Long	103.44
60102	Craig Carritt	9.23
60103	Jessica Wang	147.76
60104	Jeffery Troyer	1144.74
60105	Marilu Fichtner	540.92
60106	Brenda Kalnins	358.72
60107	Jason Brownell	383.31
60115	Mark Frey	357.91
60116	Forrest Siebken	1424.30
60117	Kendall Hoggins	1235.05
60118	Mavis Ferris	62.79
60119	Jeanne Hoggins	1299.88
60120	Gary TeSelle	1134.53
60121	Robert Hull	1219.89
60122	George Matzen	771.94
60123	Jenna Filbert	282.94
60124	Benjamin Rediger	817.43
60125	Erica Pallas	789.23
60126	Scott McNeil	1415.35
60127	Sarah Long	147.76
60128	Jessica Wang	44.32
60129	Marilu Fichtner	490.86
60130	Brenda Kalnins	247.85
60131	Jason Brownell	375.40
60135	Ricky Fortune	138.52
60136	Dean Bruha	184.70
60137	Jeffrey Baker	138.52
60138	Dan Kral	138.52

**GENERAL FUND:**

59996	Shane Davis- WA/ SW Deposit Refund	27.95
59997	Cliff Irwin- WA/ SW Deposit Refund	42.41
59998	Michael Jacquot- WA/SW Deposit Refund	75.00
59999	Troy Pickerill- WA/SW Deposit Refund	75.00
60000	Aaron Policky-WA/SW Deposit Refund	75.00
60001	Donald Reed- WA/SW Deposit Refund	75.00
60002	Austin Schweitzer- WA/SW Deposit Refund	26.00

60033	U.S. Postmaster- Utility Billing Postage	203.55
60040	Aramark- Pants & Rags	965.27
60041	AT&T- Library Long Distance	21.50
60042	Beatrice Concrete- Street Repair- Water Leak	404.63
60043	Black Hills Energy- Service for October 2015	194.91
60044	Bob Boshart- Conference, Hotels, Meals, Mileage	486.32
60045	BSN Sports- Base Plugs, Home plate, Bases	537.10
60046	Campbell Cleaning & Restoration- Vacuum, Bags, Belts	333.98
60047	Canon Financial Services- Contract Charge	254.00
60048	Canon Solutions America- Maint Base & Copies	92.48
60049	Concrete Works, Inc.- Sidewalks, F&5, Welch Park	11190.00
60050	D&D Communications- Radio Batteries	66.00
60051	DHHS- Water Operator License- Kendall	150.00
60052	Eakes Office Plus- Stamp Pad, Paper, Label Holder	102.56
60053	Emergency Medical Products- Medical Supplies	498.55
60054	Farmers Co-op- Fuel, Tire Repair, Bathroom Repairs	641.61
60055	John Deere Financial- Saw Parts	34.99
60056	JR Welding- Carbon Tank	21.50
60057	Matheson Tri- Gas	104.16
60058	Menards- Roof Supplies	43.97
60059	Midwest Auto Parts- New Truck Parts, Alternator	724.24
60060	NPPD- Service for Oct 2015	5012.02
60061	One Call Concepts- One Calls	51.45
60062	Overhead Door Co.- Overhead Door Opener	945.00
60063	Pac-N-Save- Light Bulbs, Food, Soap, Fundraiser	93.49
60064	Paper Tiger Shredding- Minimum Pick up	66.75
60065	Pizza Kitchen- Birthday Meal, Delivery Charge	187.50
60066	Police Officers Assoc- 3 Annual Memberships	45.00
60067	Quill Corporation- ½ Cost of Copy Paper	13.99
60068	Racom- Station Radio Repairs	903.60
60069	Sack Lumber- Paint/ South Door	87.89
60070	Sam's Club- Paper Towels, Bath Tissue, Trash Liners	144.84
60071	Servi- Tech- Sewer Test	96.70
60072	Seward Co Public Power Dist- Wells 1&2	669.84
60073	Seward Co Register of Deeds- Ordinance for BNSF	34.00
60074	Seward County Independent- Legals, Minutes, Notices	137.47
60075	Seward Lumber- Shop Maintenance	288.99
60076	Shell Fleet Plus- Fuel	224.50
60077	Shell Fleet Plus- Gas/Shuttle Car	25.29
60078	Sports Express- Office & Maintenance T-Shirts	435.70
60079	Sunrise Country Manor- Sr. Meals- October	514.50

60080	TCA Outdoor Power- Parts	155.98
60081	Troyer Concrete- 2 Curb Grinds	150.00
60082	Verizon Wireless- Cell Phones	95.54
60083	Verizon Wireless- Jet Packs	60.10
60084	Verizon Wireless-Building Inspector Line/ Dept. Cell	134.83
60085	Waste Connections- Trash Services	91.56
60086	Wergin's Lawn Service- Fertilizer @ Pool, B St., Sr.	212.00
60087	Windstream- Service for Oct 2015	653.10
60088	Wolfe, Snowden, Hurd, Luers, & Ahl- Legal Service	1228.75
60108	Ameritas- Pension	1584.17
60109	Kansas Payment Center- Child Support	177.23
60110	Union Bank- HSA	828.00
60111	Aflac- Dis, Cancer, Supple, Accident	380.83
60112	Dearborn National- Life Insurance	116.96
60113	Federated Health Insurance- Health Ins.12/1-12/31/15	6894.01
60114	Verizon Wireless- Well Control Monitor	40.01
60132	Ameritas- Pension	1489.45
60133	Kansas Payment Center—Child Support	177.23
60134	Union Bank- HSA	828.00
60139	Baker & Taylor—Books	102.92
60140	Biblinox LLC—Apollo Sub	1412.80
60141	Card Service Center—Stamps, Shop CPU, Postage	1026.73
60142	CBS—Annual Membership, Background Credit Hx	76.60
60143	City Petty Cash—Water Tests (2)	36.05
60144	Crete Glass Company—Window Repair	235.74
60145	Culligan Water—B/W, Cooler Rent	107.05
60146	Data Technologies Inc.,--License Fee 2016	4485.19
60147	DHHS-Licensure Unit—Kendall Water Operator	115.00
60148	EMC—Endorsement Change	348.60
60149	Erica Pallas—Mileage to Play it Again Sports	40.25
60150	George Matzen—Computer, Lightbulbs, Conduit	385.41
60151	Heartland Auto Body—Replacement Cup Holder	25.58
60152	Hydraulic Equipment Service—Boom Truck Repair	4883.73
60153	Image Trend, Inc.,--Enarsis Software	250.00
60154	Junior Library Guild—Book Sub	768.00
60155	Logan Contractors Supply—New Tar Melter	33179.00
60156	Mid America Recycling—October Service	75.25
60157	Milford Plumbing Inc.,--Curb Stop, Maint./Inspection	194.26
60158	Milford School Dist. #5—Parking Fines	10.00
60159	Nebraska Public Health—5 Water Tests	78.00
60160	NPPD—Service for November 2015	1734.34

60161	Newman Traffic Signs—Shop Sign	184.41
60162	Card Services—Winter Decorations, Toolbox	504.68
60163	Chief Tim Lordino PCAN—Membership	30.00
60164	Pizza Kitchen—Veteran’s Day Meal	357.50
60165	Play it again Sports—New Ball Helmets	322.50
60166	Servi-Tech Inc.,--Lagoon Tests	96.70
60167	Shell Fleet Plus—Fuel	475.48
60168	Gary TeSelle—Boot Reimbursement	150.00
60169	Union Bank—Gary TeSelle Medicare Part D	446.66
60170	Uribe Refuse Services, Inc.,- Garbage Service	136.00
60171	Walmart—Water, Labels, Supplies, Food, Fundraiser	261.61
60172	Windstream—Service for November 2015	204.93
60173	Zito Media—H.D. T.V.	8.09

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES:** Written reports received: Milford Housing Authority minutes for November 12, 2015; Milford Aging Services Commission minutes for November 24, 2015; Website overview for November 2015; Milford Police Dept. activity report for November 2015; Building Inspector report for November 2015; Library Report for November. Matzen – things are going good, slower time of the year. Kral reported 13 rescue calls and 1 fire call for November. TeSelle – continue advertising for maintenance position, first snow removal went well. Siebken advised Council of another potential individual coming on as a part time officer. Baker attended the Seward Area Vision Group meeting. Efforts are being shared with an organization out of Wayne Co.

**COMMUNICATIONS:** \*Sales tax received for the month of September 2015 in the amount of \$16,133.25. \*NPPD lease payment received in the amount of \$66,750.77. \*Notification of Zito Media rate increase: expanded basic will increase by \$3.00/month and HBO will move to \$16.50/month if it is below that mark currently. Internet increases include \$2.00/month for equipment charge for standard non-wi-fi capable modem and \$1.00/month for High Speed Internet service.

**NEW BUSINESS:**

**Election of Officers:** A motion was made by Fortune and seconded by Baker to nominate Dan Kral as President of Council. Roll call vote: Fortune yes, Baker yes, Heckman yes, Kral abstain. Motion carried.

A motion was made by Baker and seconded by Heckman to nominate Ricky Gene Fortune as Acting President of Council. Roll call vote: Baker yes, Heckman yes, Fortune no, Kral yes. Motion carried.

**Council Assignments:** Mayor Bruha recommended the following Council Assignments: Baker – Parks, Recreation, Sr. Center; Fortune – Water, Sewer, Cemetery; Heckman – Pool, Library, Webermeier Scholarships,

Auditing Committee; Kral – Streets, Police, Fire, Auditing Committee. A motion was made by Baker and seconded by Kral to accept the Mayor's recommendation for Council Assignments. Roll call vote: Baker yes, Kral yes, Fortune yes, Heckman no. Motion carried.

**Appointments:**

**Chief of Police** – A motion was made by Kral and seconded by Heckman to approve the Mayor's recommendation to reappoint Forrest Siebken as Chief of Police. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune yes. Motion carried.

**City Clerk/Treasurer:** A motion was made by Kral and seconded by Heckman to approve the Mayor's recommendation to reappoint Jeanne M. Hoggins as City Clerk/Treasurer. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune yes. Motion carried.

**Maintenance Supt.:** A motion was made by Kral and seconded by Fortune to approve the Mayor's recommendation to reappoint Gary TeSelle as the Maintenance Supt. Roll call vote: Kral yes, Fortune yes, Baker yes, Heckman yes. Motion carried.

**Street Supt.:** A motion was made by Baker and seconded by Heckman to appoint Troy M. Johnston from JEO Consulting Group, Inc. as our 2016 Street Superintendent. Roll call vote: Baker yes, Heckman yes, Fortune yes, Kral yes. Motion carried.

**Library Director:** A motion was made by Heckman and seconded by Kral to approve the Mayor's recommendation to appoint George Matzen as the Library Director. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune yes. Motion carried.

**Open sealed bids for property – Lots 7,8 and the west 20 feet of Lot 9, Block 3, Original Town of Milford, Seward County, NE:** Mayor Bruha opened the 2 sealed bids received for the purchase of lots 7,8 and west 20 feet of Lot 9, Block 3, Original Town of Milford, NE. The first bid opened was from Farmers & Merchants Bank/Gerry A. Dunlap in the amount of \$37,250.00 with the intent of finding persons interested in a business building, develop a plan, and construct a building on the above mentioned real estate. The second bid opened was from the United Methodist Church of Milford, NE in the amount of \$33,500.00. They are proposing to use the property for a Fellowship Hall. The Church's current fellowship hall would then be given to the Little Leaps Christian Care Center to increase their number of children services. A motion was made by Fortune to award the bid to the United Methodist Church in the amount of \$33,500.00. Motion died due to a lack of a second. Lengthy consideration of awarding the bid was had by the Council as well as consultation with the City Attorney. After much consideration a motion was made by Baker and seconded by Fortune

to accept the bid of \$33,500.00 from the United Methodist Church to build a fellowship hall turning their current fellowship hall over to the Little Leaps of Faith Care Center. Roll call vote: Baker yes, Fortune yes, Heckman abstain, Kral abstain, Bruha yes. Motion carried.

**Discuss/Action – Proposal for Scope of service from JEO:** Dane Simonsen with JEO presented a contract for scope of services for: selecting potential well site, approving the well site through DHHS and conducting a test well program, in the amount of \$8,000.00. A motion was made by Fortune and seconded by Heckman to authorize the Mayor's signature and approve the scope of services contract. Roll call vote: Fortune yes, Heckman yes, Baker yes, Kral yes. Motion carried. Dane also provided the following information: An invoice from LBG in the amount of \$3,729.38; a preliminary opinion/estimate of probable cost for the new well; template letter for review by the Council for the invitation to bid a test hole/test well. Dane also had Fortune sign a needs survey letter to present to the State for potential projects which will allow us to be eligible for funding. In order to get on the list for funding we must have the needs survey submitted.

**Approve Continuation Order for 2<sup>nd</sup> Semester – Webermeier Scholarships:** A motion was made by Heckman and seconded by Fortune to approve 19 Webermeier scholarships @ \$526.32 per recipient totaling \$10,000.00 for the 2<sup>nd</sup> semester of the 2015-2016 school years. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Motion carried.

**Hire Police Officer and set wage:** Chief Siebken asked for permission to hire Louis Barker after satisfactory completion of his required testing. He will bring 5+ years of experience, DARE Instructor and K-9 experience. A motion was made by Heckman and seconded by Kral to approve the hiring of Louis Barker as police officer contingent on passing the required testing at a starting salary of \$16.75 per hour with a 1 year probation. No pay increase will be considered until fiscal year 2016-2017 salary discussion. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune yes. Motion carried.

**Discuss/Action – Performance Appraisals:** The council reviewed the format provided by Hoggins and Siebken for performance appraisals. A motion was made Kral and seconded by Baker to adopt and approve the format of the performance appraisals. Roll call vote: Kral yes Baker yes, Fortune yes, Heckman yes. Motion carried.

**Discuss/Action – Employee Appreciation Dinner:** A motion was made by Heckman and seconded by Fortune to authorize an employee appreciation gathering with an expense cap of \$25.00 per full time/permanent part time employee. Roll call vote: Heckman yes, Fortune yes, Baker yes, Kral yes. Motion carried.

**Lagoon land use:** Kral informed the Council that a pile of concrete has been deposited out at the lagoon due to the street/sidewalk repairs by the City. The RR has been storing equipment and other items on the north end. If we can add substantially to our concrete pile it would be beneficial, both financially and materially, for the City of have it all pulverized. We will need a large amount to make it worthwhile. Kral was hoping by mid-summer we would have enough to hire the service and have it pulverized.

**Closed Session – Real Estate:** Mayor Bruha stated the reason for closed session was regarding real estate. A motion was made by Heckman and seconded by Baker to adjourn from regular session into closed session. Roll call vote: Heckman yes, Baker yes, Fortune yes, Kral yes. Motion carried and Council entered into closed session at 9:04 pm.

A motion was made by Heckman and seconded by Kral to adjourn from closed session and return to regular session. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune yes. Motion carried and Council returned to regular session at 9:26 pm.

**ADJOURNMENT:** A motion was made by Heckman and seconded by Kral to adjourn the meeting. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune yes. Motion carried and meeting adjourned at 9:28 pm.

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Jeanne Hoggins, City Clerk

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Dean A. Bruha, Mayor

### CERTIFICATION

I, the undersigned, City Clerk of the City of Milford, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on December 1, 2015 that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

(SEAL)

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Jeanne Hoggins, City Clerk